

Director of Logistics

ATTS: DDA 76-2239 & DDA 76-2309

Attached are two letters from the National Capital Planning Commission addressed to Mr. Blake. Could you please prepare an appropriate reply for his signature. As regards the second letter (dealing with employment figures), I am assuming we have not released such figures in the past nor intend to at this time. Should you feel that the second letter would be more appropriately handled by the Director of Personnel, please feel free to pass it along.

STATINTL

██████████ Acting EO/DDA 6 May

Distribution:

- Orig - D/LOG w/atts
- 1 - DDA Subject w/atts
- 1 - DDA Chrono
- 1 - RFZ Chrono

Attachments:

1. DDA 76-2239 Requests information on projects authorized/funded by Congress and what projects are under construction, completed and planned.
2. DDA 76-2309 Requests assistance in estimating future Federal employment levels.

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NATIONAL CAPITAL PLANNING COMMISSION

1325 G Street, N.W.
Washington, D. C. 20576In Reply Refer To:
NCPC File No. 1485

APR 29 1976

Mr. John F. Blake
Deputy Director for Administration
Central Intelligence Agency
Washington, D. C. 20505Re: CIA
Langley, Va.

Dear Mr. Blake:

Approximately fifty-three Federal Master Plans have been prepared for existing government-owned work sites in the National Capital Region by Federal agencies and approved by the Commission since 1964. These Master Plans have become a key part of the Federal planning process in the Region and a major input into the Commission's overall Federal employment plans and improvement programs for the National Capital. The Master Plan for the subject installation is among these approved Master Plans and the Commission and its staff continue to rely on it as the statement of your agency's land use, employment and development policies on these sites.

The Commission is initiating a Federal Capital Improvements Program process in the National Capital Region pursuant to Section 7(a) of the National Capital Planning Act of 1952, as amended. The purpose of this is to establish a continuing process involving the preparation and annual review and revision by the Commission of its recommendations to the Executive Branch on the Federal Capital Budget and Six-Year Capital Improvements Program for the National Capital Region. This effort is to be related to the Commission's continuing responsibility under Section 11.5(c) of OMB Circular A-11 to review the annual Fiscal Year Budget Requests of Federal agencies seeking land acquisition, planning, design and/or construction funds for proposed developments to be located in the Region at the seat of government.

In order to assist the Commission in establishing this process and specifically to assist in the preparation of the Commission's first recommended Federal Capital Improvements Program, we would like to be advised: 1) since 1965 what projects have been authorized and funded by Congress (with amount) and are now under construction or have been completed and occupied

(month and year) and 2) what projects in your master plan do you plan to give priority to by programming specific land acquisition and/or construction requests for funds in Fiscal Years 1978 through 1983. More specifically, we would like to have the following data and information about these projects if at all possible.

1. a description of each proposed project (i.e. new building, addition, alteration, replacement or new improvement, etc.),
2. year proposed and estimated cost,
3. approximate floor area and/or number of units and proposed building use, and the
4. anticipated number of additional employees to be accommodated on the site, if any.

This data and information will make it possible for the Commission to compile a consolidated list of existing and proposed Federal projects in the Region for this period which will be a major input to the Commission's considerations in preparing its recommended Federal Capital Improvements Program.

Your assistance in providing this information will be most appreciated. If you have any questions regarding the Capital Improvements Programs, please contact Gregory Bassett, Assistant Director, Capital Improvements Program Branch, on 382-1340.

Sincerely yours,



Charles H. Conrad
Executive Director



NATIONAL CAPITAL PLANNING COMMISSION

1325 G Street, N.W.
Washington, D. C. 20576

In Reply Refer To:
NCPC File No. 1257

APR 17 1976

Mr. John F. Blake
Deputy Director for Administration
Central Intelligence Agency
Washington, D. C. 20505

Re: CIA
Langley, Va.

Dear Mr. Blake:

Approximately fifty-three Federal Master Plans have been prepared for existing government-owned work sites in the National Capital Region by Federal agencies and approved by the Commission since 1964. These Master Plans have become a key part of the Federal planning process in the Region and a major input into the Commission's overall Federal employment plans and programs for the National Capital. The Master Plan for the subject installation is among these approved Master Plans and the Commission and its staff continue to rely on it as the statement of your agency's land use, employment and development policies on these sites.

The Commission, as the central planning agency for the Federal Government in the National Capital Region, is participating with the Metropolitan Washington Council of Governments and the Washington Center for Metropolitan Studies in a Cooperative Forecasting Process in order to forecast population and employment by small areas within the Region for 1980, 1985, 1990 and 1995. As part of this effort, the Commission has been asked to provide estimates of Federal employment on existing work sites for each of these four years. This same information will also be very useful to the Commission in its current work on the Federal Employment Plan and Program element of the Comprehensive Plan for the National Capital.

We need your assistance in estimating future Federal employment levels in 1980, 1985, 1990 and 1995 by small areas. Especially, we need your agency's best estimate of the total number of employees (both military and civilian) that you expect to work at the subject installation, in each of these years. We realize that Master Plans up to now have not normally included estimated employment by 5-year intervals within the twenty-year time frame of these plans but we are urging each of the responsible Federal agencies to use their own best judgement about their programs in this Region in making these estimates for use by the Commission and the Metropolitan Washington Council of Governments.

We feel this would be far more accurate and useful with appropriate qualifications than any arbitrary projection that might be done by the Commission or COG using only anticipated employment upon implementation of all of the proposals in the Master Plan.

If you have any questions about these employment estimates, please contact Mr. Edward Hromanik, Assistant Director for Comprehensive Planning on 382-1116.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "Charles H. Conrad".

Charles H. Conrad
Executive Director